ManagingMatters

What is Managing Matters?

Managing Matters is a management development program through which Training Services Division delivers classroom courses to <u>management teams in individual DHMH units.</u> It is a group of courses that focus on the basic knowledge and skills needed by new and experienced managers, in addition to courses that deal with common issues that management teams face.

What's in it for you as a manager?

- Your management team will learn together and therefore, be more <u>effective in coaching and supporting each other</u> when issues arise in your units that require management involvement.
- Your management team will have <u>common management knowledge and language</u>.
- The <u>content</u> of the courses can be tailored to your <u>unique and current needs</u>.
- Your management team can develop an <u>ongoing relationship</u> with Training Services Division.

How to begin Managing Matters in your Unit?

- Make a commitment to the development of your management team and ensure that at the entire management team will attend any courses that you request.
- Provide a room at your facility that could accommodate the number who would attend.
- Look at the following lists of courses and choose one that you would like to bring to your management team first.   (See Course Descriptions)

Basic Knowledge & Skills	Common Management Issues	Lessons in Leadership (current titles)
Communication Skills & Positive Attitude	Everything DiSC Management	Tribal Leadership
Emotional Intelligence	Change in the Workplace	The Adversity Advantage
Lead & Develop Your Team	Conflict Management	
Your Management Role		

- Complete a Special Request Form and check the item that says "Begin the onsite Managing Matters Program for my management team." You will need to indicate the top two courses with which you would like to begin the program.

- Send the form to susan.steele@maryland.gov. If you have any questions concerning the program you can email Susan Steele and let her know you are interested in discussing the program.

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